



Geocode _____

Tax Year _____

Property On-Site Review Authorization

[15-7-139, MCA](#)

- Return this completed authorization form to your local Department of Revenue Office.
- Questions? Contact information can be found by visiting revenue.mt.gov or by calling toll free (866) 859-2254 (in Helena, 444-6900).

Required Information

Property Owner Name _____ Contact Phone _____

Mailing Address _____ Zip _____

Property Address _____ City _____

County in Which Property is Located _____

Check the appropriate box below for the above-referenced property:

- ☐ I want to be present when the Department of Revenue property valuation staff access my property to conduct an on-site review for property tax purposes. The local Department of Revenue office will contact me to set up an appointment during normal business hours before the visit occurs.
- ☐ No access granted.

I acknowledge that if I do not grant access, the Department of Revenue will estimate a value for property tax purposes.

The local county tax appeal board and the Montana Tax Appeal Board cannot adjust the estimated value until you grant permission for department staff to access the property or provide a fee appraisal of the property to the department. An appraiser licensed or certified by the Montana Board of Real Estate Appraisers must conduct the fee appraisal within one year (six months before or after) of the reappraisal cycle's valuation date.

Please Note: You may change this authorization at any time by contacting the local Department of Revenue office. This authorization will remain in effect until then.

X Property Owner Signature _____ **Date** _____

Printed Name _____